

# COMMERCIAL BUILDING PERMIT APPLICATION



105 Ballard Drive • Lindale, TX 75771 • 903.882.6861 • 903.881.8170 (fax)

[www.lindaletx.gov](http://www.lindaletx.gov)

Application Date: \_\_\_\_\_

Permit #: \_\_\_\_\_

## PROPERTY INFORMATION

Street Address:	City/State:	Zip:	<input type="checkbox"/> Commercial <input type="checkbox"/> Industrial <input type="checkbox"/> Other
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## PROPERTY OWNER INFORMATION

First/Last Name:	Business Name:	Phone Number:	
Street Address:	City:	State:	Zip:

## CONTRACTOR INFORMATION

Business Name:	Phone Number:		
Supervisor or Contact Person:	Phone/Cell Number:		
Street Address:	City:	State:	Zip:

<input type="checkbox"/> NEW CONSTRUCTION	<input type="checkbox"/> RETAINING WALL	
<input type="checkbox"/> REMODEL	<input type="checkbox"/> SWIMMING POOL	
<input type="checkbox"/> REPLACE ROOF	<input type="checkbox"/> OTHER _____	
Building area (sq. feet):	Estimated Job Cost:	<b>FEES DOUBLE IF STARTED WITHOUT A PERMIT</b>

## PERMIT FEE COST:

New Commercial and Industrial Construction - \$.25 per sq. ft. - \$100.00 minimum

Commercial Remodel/Pools - \$80.00 + \$6.00 per \$1,000 valuation (based on estimated job cost)

Commercial Roof - \$.10 per sq. ft. - \$100.00 minimum

Retaining Walls - \$55.00 for more than four feet high measured from the bottom of the footing to the top, plus the cost of any inspections performed by an engineer.

All commercial projects over \$50,000.00 must be submitted to the Texas Department of Licensing & Regulation for an Americans with Disabilities Act (ADA) review. We cannot accept any plans without a Texas Accessibility Standards (TAS) permit number. **TAS #** \_\_\_\_\_

*Remodel / Renovation projects are required to have an asbestos survey conducted in accordance with Texas Asbestos Health Protection Rules (TAHPR) and the National Emission Standards for Hazardous Air (NESHAP). Has this survey been conducted?*  
☐ **Yes** ☐ **No** *If the answer is no, then as the owner/operator of the renovation site, I understand that it is my responsibility to have this survey conducted in accordance with TAHPR and NESHAP prior to renovation / demolition permit being issued by the City of Lindale. (Copy of survey must be attached)*

I hereby certify that I am the owner of record of the named property, or that the proposed work is authorized by the owner of record and that I have been authorized by the owner to make this application as his authorized agent and I agree to conform to all applicable laws of this jurisdiction. In addition, if a permit for work described in this application is issued, I certify that the code official or the code official's authorized representative shall have the authority to enter areas covered by such permit at any reasonable hour to enforce the provisions of the code(s) applicable to such permit.

Signature of Applicant/ Responsible Person in charge

Printed Name

Phone Number

Approved

Denied:

Reviewed by Director of Planning & Development

Date

# Commercial Building Permit Application Submittal Procedure



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- **All Commercial Buildings are to comply with the IBC 2015 Codes.**
- **NEC 2014 (NFPA 70) Codes.**

## **Requirements for New Commercial Projects:**

1. Two complete sets of plans and One Digital\*, with an extra set of civil drawings, are required for plan review. These must contain an erosion control plan. All plans for projects over 5,000 square feet must be stamped by a licensed engineer for the State of Texas. \*Email Digital plans to Stevenl@lindaletx.gov \*
2. Plans are to be to scale and no less than 18" x 24" in size.
3. Two copies of the energy compliance form are required.
4. Projects over \$50,000 must be submitted to the Texas Department of Licensing & Regulation for an Americans with Disabilities Act (ADA) review. We cannot accept any plans without a Texas Accessibility Standards (TAS) permit number.
5. All plans must have a cover sheet containing the following data:
  - Building Code used – 2015 International Building Code
  - occupancy classification
  - building type
  - sprinkled or un-sprinkled
  - square footage of building
  - if mixed occupancy, list the square footage for each occupancy
  - building height
  - area modifications
  - amount of egress required for occupancy load
  - fire separation rating, if needed

## **Requirements for Commercial Remodel Projects**

Two complete sets of plans, 18" x 24", are required. Any project over 5,000 square feet will need to be stamped by a licensed engineer for the State of Texas. (See back page).

1. Projects over \$50,000 must be submitted to the Texas Department of Licensing & Regulation for an American with Disabilities Act (ADA) review. We cannot accept any plans without a Texas Accessibility Standards (TAS) permit number.
2. An asbestos survey must be conducted in accordance with the Texas Asbestos Health Protection Rules (TAHPR) and the National Emission Standards. The results of the survey must be submitted with the plans.

**A commercial project includes multifamily residential developments larger than duplex. Plans for commercial projects shall include the following:**

1. The lot and block number
2. Platted boundaries of the lot
3. Exterior dimensions of lot drawn to scale
4. Street address
5. Zoning classification
6. All setbacks
7. All easements on the lot
8. Location of curbs, storm sewers, adjacent street and public right-of-way lines, dimensions and locations of driveways, and edge of roadway
9. A grading, drainage and erosion control plan with all pertinent topographic information on lot and surrounding lands
10. Finished floor elevations
11. Topographic contours taken from the City flood control maps
12. Location of any designated floodplains or floodways within the boundaries of the lots
13. The name, address, and phone number of the individuals responsible for the project
14. Total number and location of off-street parking spaces provided
15. Fire walls and draft stopping
16. Garbage dumpster location with a concrete pad
17. Location of building sprinkler and stand pipe systems, including fire flow requirements, location of building exits and exit lights, occupancy use, boiler rooms and heating system areas, fire alarm system, and fire hydrants
18. Fire lane locations and markings
19. Two (2) sets of Site Plans and two (2) complete sets of working drawings with a plan size not smaller than eighteen (18) inches by twenty-four (24) inches and not larger than thirty-six (36) inches to be submitted to the building inspection department
20. Plans for all buildings with twenty-four (24) feet or more of clear span or five thousand (5,000) square feet and all retaining walls equal to or greater than four (4) feet high shall be sealed with a registered engineer's seal.
21. Total area of lot and building
22. All existing or planned utilities on the lot, including sanitary sewer manholes, fire hydrants, size and location of service lines
23. Location of curbs, storm sewers, on-premise signs, light-poles, adjacent streets and public right-of-way lines, dimensions and locations of driveways, edge of roadway and parking layout, and the location of existing storm sewer drainage systems

**Requirements for Commercial Pools, Additions, Accessory Projects:**

1. Two sets of plans are required for additions, swimming pools and accessory buildings.  
A site plan is also required for additions, accessory buildings and swimming pools.
2. Plans will be drawn to scale on a minimum of 11-1/2" x 17" sheets.

**Incomplete applications will not be processed.**

**To request inspections a 24-hour notice is required on all inspections.**

**We can't always accommodate same day inspections.**

**To schedule inspections please call 903-882-6861 or email [Iselag@lindaletx.gov](mailto:Iselag@lindaletx.gov)**

**BUILDERS, DEVELOPERS, AND PERMIT HOLDERS  
PLEASE HAVE ALL PERMITS AND PLANS  
POSTED/AVAILABLE ON THE JOB SITE**

**INSPECTIONS WILL NOT BE APPROVED UNLESS PLANS AND PERMITS ARE ON THE JOB SITE**